MEMORANDUM FOR ALL DEPUTY CFOs

DATE: June 27, 2001

FROM: Judith R. Tillman
               Assistant Commissioner
               Financial Operations

SUBJECT: IPAC Update

It will soon be July 4 – just two months will remain until the Intragovernmental Payment and Collections System (IPAC) is implemented on September 4. Barring something unforeseen, this will be my last update on status prior to implementation.

In my last IPAC update, dated April 4, 2001, I covered several topics – bulk file certification, designation of IPAC Agency Administrators, IPAC training and access via Internet Explorer. This is where we are today on those subjects.

We are happy to say that the issue with Internet Explorer (IE) described in my April memo has been resolved. As a result, agencies will be able to access IPAC using versions 4.0 and above of either Netscape or IE. Please note, however, and this is a change from my last memo, that versions of Netscape 6.0 and above will **not** be supported in the initial rollout.

IPAC training began May 21 and will end August 3. Please refer to the IPAC web page (http://www.fms.treas.gov/goals/GOALS_IPAC.html) for further information on class dates and locations as well as to enroll on-line. As class size must be limited, IPAC users are encouraged to sign up for this training quickly before it's too late to get a preferred date.

Most agencies have named an IPAC Agency Administrator (IAA) but some still have not. A list of active Agency Location Codes that have **not** designated an IAA, or notified FMS that an IAA is not needed, has been added to the IPAC web page (see website address above). The IAA responsibilities are well documented in my November 29, 2000 memo, which is available on the website. If you need an IAA form to complete, you can download a copy from the website -- it's the last bullet under "Special Points of Interest" on the IPAC page. Once the form is complete, just fax it back to us at the address at the bottom of the form.

We have contacted all known agencies that currently submit their OPAC transactions via bulk file to schedule testing and certification of bulk file formats and connectivity with IPAC. We are testing files now for format sent to us by email. We will be ready to test files and connectivity in an automated environment beginning July 2. I must remind you that agencies that fail to certify their ability to submit bulk files successfully to IPAC will be required to submit their IPAC transactions on-line. If you have any questions on the

status of your agency regarding bulk file readiness, you may either have someone contact David Wells on 202/874-8042 or email us at IPAC.HELP@fms.treas.gov.

Finally, on April 27, we sent IPAC Agency Administrators (IAAs) a notice requesting completion of Responsibility Agreements and User Request Forms. This memo also can be downloaded from our website. In order to ensure prompt processing, we asked that those forms be returned to us by July 2. As of the time this memo was written in mid-June, the volume of forms we have received suggests that many IAAs and IPAC users have not sent us their forms. Please take the necessary steps in your organization to encourage your IAA and your IPAC users to complete and promptly return the forms to us via fax (202/874-6170). If you have any questions about whether we have received your forms, you may wish to have someone contact Rene' Talbert at 202/874-8942.

In closing, I would like to thank you for the support your office has given to this governmentwide effort. August 31 will the final day for processing OPAC transactions. You will, of course, be able to retrieve August activity reports during the first five workdays of September. Good luck with your implementation of IPAC.